The Annual QCB Trainer meeting was convened at 3:00 p.m. on Friday, August 29, 2014.

Dr. David Giedroc, QCB Training Program Director, presided as chair of the meeting.

QCB Trainers Present:  
Stephen Bell  
M. Kevin Brown  
Silas Cook  
Charles Dann III  
Bogdan Dragnea  
David Giedroc  
Stephen Jacobson  
Tuli Mukopadhyay  
Martha Oakley  
Peter Ortoleva  

QCB Trainers Not Present:  
Lane Baker  
Carl Bauer  
Yves Brun  
David Clemmer  
Jared Cochran  
Richard Dimarchi  
Martin Jarrold  
Cheng Kao  
Daniel Kearns  
Roger Pynn  

I. INTRODUCTION
Dr. Giedroc thanked trainers for their ongoing participation in the QCB training program and contribution to the successful outcome of the NIH T32 application with award activation of the QCB training program on July 1, 2014. Dr. Giedroc notified trainers of a recent discussion with the T32 Program Officer, Dr. Miles Fabian. Dr. Fabian provided positive feedback regarding the proposed research training program plan within the T32 application. The main advice given from the discussion was to stick as closely as possible with the outlined objectives proposed within the program plan (see attachment for review of the application program plan). The only critique for improvement was as follows: the program plan, currently Chemistry heavy, needs more interdisciplinary involvement from the other collaborating four departments (Biology, MCB, Physics and Medical Sciences).

II. OVERVIEW OF THE PROGRAM
A. General Program Structure (http://www.chem.indiana.edu/qcb/)
   i. Introduction to Quantitative Biology and Measurement (C680) – Core QCB 1.5 credit course that will cover interdisciplinary topics necessary for every QCB trainee and minor
   ii. Introduction to Chemical Biology I (C681) – Core QCB 1.5 credit course that is more of an applications in chemical biology course and covers microarray technology, protein labeling, chemical genetics, small molecule interactions with proteins/DNA, modulation of protein-protein interactions, RNA aptamers and molecular evolution
   iii. QCB Journal Club (C689) every Fall semester – Held Thursdays 12-1 p.m. this semester
       Refer to webpage http://www.chem.indiana.edu/qcb/journal-club.asp
   iv. Topics-based e-modules will be generated by QCB TP students and provided online

B. Curricular options for minors, electives, etc. (minor in QCB)
   i. Minor in QCB: 6 credit hours/2 QCB course electives
   ii. All non-domestic students that may not receive T32 NRSA support may receive recognition of QCB community by choosing the minor

***Trainer Feedback Discussion regarding QCB curricular electives***
   - Trainers suggested to have course listing available for advertisement and ease of student participation/introduction to QCB community
   - Actions to be taken: QCB brochure of curricular electives with course paragraph descriptions and course listing of QCB curricular electives on the QCB website
Trainer suggestion for Curriculum committee consideration on QCB elective:
Introduction to Biophysics (P575) - Core graduate 3 credit course for biophysics track PhD program to meet requirements for qualifying exam. Currently, there are not enough physics students to enroll which has required cancellation of this course. As a result, P575 is open for experimental redesign to broaden syllabus for QCB purposes.

***Trainer Feedback Discussion regarding QCB trainee eligibility***

- T32 NRSA trainees must be domestic students for eligibility
  - In accordance with the NIH Grants Policy Statement (11.3.2.6 Citizenship), the following criteria is necessary to be an eligible trainee:
    - Citizen or a noncitizen national of the United States or have been lawfully admitted for permanent residence at the time of appointment
    - Noncitizen nationals generally are people born in outlying possessions of the U.S. (e.g., American Samoa and Swains Island)
    - Permanent residents must have a valid Permanent Resident Card (USCIS Form I-1551) or other legal verification of such status (e.g., proper validation on passport or notarized photocopy of the passport could suffice). Please note there is a 6-month limitation on this validation, and it is the grantee's responsibility to follow up and ensure individual received the I-551 prior to expiration date.
    - Notarized statement verifying possession of permanent residency documentation must be submitted with the Statement of Appointment

C. Extracurricular activities that define the program

i. **Watanabe Symposium in Chemical Biology** (Saturday, October 11, 2014)
   Invited External Speakers:
   - **Professor Philip Low, Purdue University**
   - Talk title: *Ligand-targeted Drugs for Cancer, Autoimmune and Infectious Diseases*
   - **Professor Catherine Drennan, Massachusetts Institute of Technology**
   - Talk title: *Shake, Rattle, & Roll: Capturing Snapshots of Metalloenzymes in Action*
   - **Professor Michael Weiss, Case Western Reserve University**
   - Talk title: *How Insulin Binds: from Micro-receptor Structures to Next-generation Insulin Analogs*
   - **Professor Xiaowei Zhuang, Harvard University**
   - Talk title: *Illuminating Biology at the Nanoscale with Super-resolution Imaging*

ii. **QCB Seminar Series** (starting Spring 2015) - Reserve five of the fifteen weekly slots in each Spring with QCB sponsorship.
   - Please notify David if an upcoming invited speaker has interests in chemical or physical biology. The program will arrange for 1-2 student speakers to give short talks in a post-seminar informal session.

iii. **QCB Evenings** (starting Fall 2014) - Organize the event with an invited speaker with work in QCB research focus for Friday speaker slot with the evening to follow the speaker's talk
   - To be held 2 evenings per semester (~6-8 p.m.) with refreshments provided
   - Possibly hold a separate Q&A from the speaker talk to facilitate QCB student comfort
   - Evening may consist of 2 students or postdocs to give informal presentations of their research *generated from a T32 QCB trainer lab*
   - Dates will be publicized on the QCB website
   - Please notify David and Nikki of potential speakers for this evening experience
III. CHARGE AND MEMBERSHIP ON THE THREE STANDING COMMITTEES; ADMINISTRATIVE SUPPORT

A. Steering Committee
   i. Current members consist of David Giedroc (Chair), Bogdan Dragnea, Nikki Pohl, Sid Shaw, Claire Walczak, and Adam Zlotnick
      - One opening exists for a trainer to serve as member of this committee to facilitate Bogdan's focus on Recruitment Committee

B. Curriculum Committee
   i. Proposed members for purposes of T32 grant: Martha Oakley (Chair), Stephen Jacobson, Tuli Mukhopadhyay, and Sima Setayeshgar
      - Martha Oakley, Stephen Jacobson, Tuli Mukopadhyay, and Sima Setayeshgar agreed to serve on the committee
      - Trainees supported by the program in the previous year will serve on this committee for a period of 2 years focusing on the specific role of developing the e-modules

C. Recruitment Committee (critically important in identifying new students from non-Chemistry programs)
   i. Proposed members for purposes of T32 grant: Bogdan Dragnea (Chair), Steve Bell, Paul Sokol, Claire Walczak, and Malcolm Winkler
      - Bogdan agreed to Chair the curriculum committee which aligns with his current role of Director of Graduate Admissions for the Chemistry department
      - Steve Bell and Malcolm Winkler agreed to serve on the committee
      - Claire Walczak and Paul Sokol will be removed from this committee; two openings therefore exist for trainers to serve as members on this committee. Volunteers, please come forward!

D. Internal Advisory Committee (IAC) - ensures consistency with QCB TP curricular requirements with existing departmental degree requirements
   i. Jane McLeod, Associate Dean for Graduate Education, and chairs of existing departments and programs will serve in this role. The Chair of the Department of Chemistry will assemble and chair an annual meeting of the IAC to be held in September every year.

E. Administrative support (Kristina McReynolds, Erin Edwards: chemgrnt@indiana.edu)

IV. NOMINATIONS FOR ADDITIONS/DELETIONS TO THE TRAINING FACULTY (things to consider)

   Request will be sent out via e-mail to all trainers for nominations for additional QCB preceptors
   - Nominations raised during the meeting will be taken to the nominated individual to ensure interest in membership and will provide nomination through formal e-mail process

   Criteria for preceptor appointment:
   - Strong interest in quantitative and chemical biology broadly defined
   - Long-standing commitment to understanding biological problems at the molecular level
   - Demonstrated track record of securing extramural funding from non-profit or federal entities

V. BROCHURE (in progress) AND WEBSITE (updated now)

VI. ADJOURNMENT

The meeting adjourned at 3:45p.m. on Friday, August 29, 2014.